

# Partners in Community Impact

Supporting organizations creating stronger communities for everyone.

# Grant Guidelines

## 2022 GRANT GUIDELINES

SNAPSHOT		
APPLICATION OPENS	OCTOBER 1, 2021	This document provides the necessary details about this specific grant opportunity, including deadlines and eligibility requirements. For information about accessing the online grants management site, tips on grantwriting, and more, visit the Grantseeker Resources section of our website ( <a href="http://www.cfneia.org">www.cfneia.org</a> ). If you have any additional questions, please contact Program Manager Dotti Thompson at 319-243-1358 or <a href="mailto:dthompson@cfneia.org">dthompson@cfneia.org</a> .
APPLICATION DEADLINE	DECEMBER 31, 2021	

### About the Chickasaw County Community Foundation

The Chickasaw County Community Foundation, an affiliate of the Community Foundation of Northeast Iowa, is a 501(c)(3) non-profit organization created by and for the people of Chickasaw County. Our mission is to respond to the current and future charitable needs of Chickasaw County by securing endowment funds, creating mechanisms to meet community needs, serving as a convener to examine and determine community needs, and facilitating the development of solutions to community problems.

### What We Support

The Chickasaw County Community Foundation will provide grants to improve life in Chickasaw County, Iowa. We want to help develop communities that people want to live in, as well as to benefit rural areas of the county. Foundation funding supports projects in the following program areas:



Arts & Culture



Community Betterment



Education & Youth Development



Environment & Animal Welfare



Health



Human Service

### Eligibility to Apply

Organizations must provide benefits to the people of the Chickasaw County *and* must meet the following criteria in order to apply for a grant:

- Be classified as a 501(c)(3) nonprofit organization or be a government entity. Tax-exempt organizations classified as *other than* 501(c)(3) are also eligible *if and only if* the project is deemed charitable; please contact our office to discuss the project's eligibility prior to submitting a proposal.
- Be current with all state and federal reporting requirements, such as filing of 990 forms.
- Must not have any past due grant reports for previous Chickasaw Community Foundation grants.

For groups, projects, or initiatives that do not meet the above eligibility requirements, the Community Foundation will consider your requests if submitted through a fiscal sponsor. Fiscal sponsors must be classified as a 501(c)(3) or a government entity. The Foundation prefers that the fiscal sponsor's mission closely align with the sponsored project. Fiscal Sponsors will be legally and financially responsible for any grant funds that are awarded by the Chickasaw County Community Foundation.

## Restrictions

- One application per organization per year with the exemption of Government Entities and Fiscal Sponsors; **however, fiscal sponsors may only submit one application per sponsored organization. Government entities may submit only one application per department.** Schools are considered government entities for foundation granting purposes.
- The minimum request is \$1,000; maximum request is \$10,000.
- Inherently religious activities such as religious worship, instruction, or proselytization or activities that promote specific religious doctrine are not eligible.
- **In general, the CCCF does not fund general operating costs of a project, including salaries.**
- Requests for debt repayment or pass-through funds are not eligible.
- Bids/estimates for work to be completed are strongly encouraged to be included in applications.
- **Late, incomplete, or hard copy applications will not be considered.** Incomplete applications are those that are in DRAFT mode at the time of the application deadline.

## Review Criteria

Applications will be reviewed and scored on the following elements:

- **Organization** – The overall health of the organization and how the application reflects the organization’s capability for completing the project.
- **Feasibility** – The probability the project will be successful, including the organization’s level of staff/volunteers and collaboration with community partners.
- **Community Need and Outcomes** – The need for the project and how the proposed outcomes impact the community/county.
- **Project Budget** – The details of the budget and the ability to secure and/or leverage other funding sources, including in-kind services.

## Funding Priority

**Highest priority for funding is given to projects that:**

- Provide a detailed budget and show other funding sources for the project.
- Show substantial long-term community impact through number of individuals served.
- Show the ability to be sustained once the grant funds are expended.

**Please note:** The project or program described in your application may be funded in full, partially funded or not at all. The more information you can provide in your application the better.

## Grant Selection Process

The Chickasaw County Community Foundation is made up of community volunteers from throughout Chickasaw County. This committee is responsible for making funding recommendations to the Community Foundation of Northeast Iowa’s board of directors. The Committee carefully reviews and considers all eligible applications based on the guidelines stated herein. The 2022 Governing Committee is:

Kathy Ball	Michelle Hoy	Bill Meyer
Kim Berns	Emily Kleiss	Rich Miller
John Cuvelier	Courtney Lechtenberg	Kristen Norbisch
Rhonda Dean	Dana Lentz	Kelly O’Donnell
Tara Hackman		

## How to Apply

Applicants interested in seeking grants from the Chickasaw County Community Foundation should fully review these grant guidelines prior to submitting an application to ensure all eligibility requirements are met. Applications must be submitted through the foundation’s online grant management system. Visit [www.chickasawccf.org](http://www.chickasawccf.org) to access the online grant system, and to find additional resources for grant seekers.

## Important Dates

- The grant application deadline is **5:00pm** on **December 31, 2021**. *Staff support will be available to applicants until 5:00 pm on the day of the deadline.*
- All applicants will be notified of the results of the grant process in mid-March 2022.
- Grant awards will be presented during a ceremony in April 2022.
- Grant reports, for successful proposals, are due April 30, 2023.

## Grant Conditions

**Awarded applicants are required to:**

- Sign a Terms of Grant agreement which clarifies legal parameters for use of the grant.
- Submit a Grant Report to show the results of the project and to show that all the funds have been spent as intended. (If the project takes longer to complete, the Community Foundation will consider a request to extend the Grant Report deadline.)

## Questions

For eligibility and application questions, contact Dotti Thompson at our administrative office at 319-243-1358 or [dthompson@cfneia.org](mailto:dthompson@cfneia.org).

For questions about the Chickasaw County Community Foundation, contact Kelly O'Donnell, Chair, ([kellyodonnell620@gmail.com](mailto:kellyodonnell620@gmail.com)).